



SBA Information Notice

TO: All Employees

CONTROL NO.: 5000-977

SUBJECT: Updated Internal Revenue Service (IRS)
Contact Information and 4506-T

EFFECTIVE: 11/3/2005

This Notice is to inform you that the IRS has issued a new 4506-T, and to provide you with current contact points and telephone numbers for IRS Service Centers. The contact points for the IRS Service Centers are to be used to request copies of IRS tax transcripts to verify business financial information included in SBA loan applications. This Notice applies only to the 7(a) and 504 Loan Programs.

Lenders are also reminded that all SBA 7(a) and 504 related requests for IRS tax transcripts must be submitted to IRS Service Centers using the new IRS Form 4506-T. A copy of Form 4506-T is available on SBA's Intranet site (<http://yes.sba.gov/forms/>) and the SBA Banking site (<http://www.sba.gov/banking/>).

Please note that SBA's logo must be included at the top of the form to ensure SBA related requests are expedited and to ensure there will be no charge for the transcripts.

Questions or concerns may be directed to our IRS Contacts Renee Hall at 202-283-0379, Alonzo Manzy at 202-283-2397, or Lenn Fagan, SBA, at (202) 205-6301, e-mail: leonard.fagan@sba.gov.

James E. Rivera
Associate Administrator
for Financial Assistance

EXPIRES: 2/1/2006

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SBA Form 1353.1 (12-93) MS Word Edition; previous editions obsolete
Must be accompanied by SBA Form 58

Attachment I

IRS Service Campus Addresses, Managers, and Phone Numbers (Form 1040 series and Form W-2)

IRS CAMPUS	ADDRESS	MANAGER	PHONE	FAX
Andover	310 Lowell St. Stop 679 Andover, MA 01810	Elizabeth Hamilton – Manager Peter R St. Pierre - Lead	978-247-9250	978-247-9255 978-247-9256 978-247-9257
Atlanta	4800 Buford Hwy. Stop 91 Chamblee, GA 30341	Cindy Hardigree – Manager Tammy Nutt - Lead	678-530-5319	678-530-5326
Austin	3651 S. Interregional Hwy. Stop 6716 Austin, TX 78741	JPatricia Messer – Manager Flayvenia Harris Manager Angel Hsu - Lead	512-460-2255 512-460-7899	512-460-2272
Cincinnati	P.O. Box 145500 Stop 2800F Cincinnati, OH 45250	Christina Pickett – Manager Virginia True - Lead	859-669-2126	859-669-3592
Fresno	5045 E. Butler Ave Stop 38101 Fresno, CA 93727	Team 1 Marilyn Verdin – Manager Linda J Wade – Lead Team 1 Team 2 Timothy Lancaster – Manager Rosa Torres – Lead Team 2	559-253-4958	559-253-4990 559-253-4991 559-253-4992 559-253-4993
Kansas City	2306 E. Bannister Rd. Stop 6705 B41 Kansas City, MO 64131	Sherry Hargis – Manager Stacy D Williams - Lead	816-823-7639 816-823-7641	816-823-7667 816-823-7668 816-823-7669
Ogden	P O Box 9941 Stop 6734 Ogden UT 84201	Kathy Hildreth – Manager Lisa Brotzman- Lead	801-620-6001	801-620-6922
Philadelphia	11601 Roosevelt Blvd Stop SE-135 Philadelphia PA 19154	Christina Schofield – Manager Dwight Allen - Lead	215-516-3944 215-516-2090	215-516-2931 215-516-1311 215-516-1322

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All other Transcripts

If individual lived in or the business was in:	Mail or fax to the Internal Revenue Service at:	Manager	Phone	Fax
Alabama, Alaska, Arizona, Arkansas, California, Colorado, Florida, Georgia, Hawaii, Idaho, Iowa, Kansas, Louisiana, Minnesota, Mississippi, Missouri, Montana, Nebraska, Nevada, New Mexico, North Dakota, Oklahoma, Oregon, South Dakota, Tennessee, Texas, Utah, Washington, Wyoming	RAVIS Team Mail Stop 6734 Ogden, UT 84201	Kathy Hildreth	801-620-6001	801-620-6922
Connecticut, Delaware, District of Columbia, Illinois, Indiana, Kentucky, Maine, Maryland, Massachusetts, Michigan, New Hampshire, New Jersey, New York, North Carolina, Ohio, Pennsylvania, Rhode Island, South Carolina, Vermont, Virginia, West Virginia, Wisconsin	RAVIS Team P O Box 145500 Stop 2800F Cincinnati, OH 45250	Christina Pickett	859-669-2126	859-669-3592

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